

**CRIMINAL DOCKET  
UNITED STATES DISTRICT COURT**

D. C. Form No. 100A Rev.

TITLE OF CASE	ATTORNEYS
<b>THE UNITED STATES</b>  <i>vs.</i>  Juanita J. Gordon	<i>For U. S.:</i>  Hubert H. Bryant    <i>For Defendant:</i> James L. Kincaid(Ct.Appt.) Okla. Natural Bldg. Tulsa, Okla.

STATISTICAL RECORD	COSTS	DATE	NAME OR RECEIPT NO.	REC.	DISB.
J.S. 2 mailed 8-31-68	Clerk				
J.S. 3 mailed 9-30-68	Marshal				
Violation Postal	Docket fee				
Title 18					
Sec. 1708					

DATE	PROCEEDINGS
8-27-68	Defendant present in person and represented. Defendant waived indictment, waiver signed, approved and filed in open court. Information filed in open court, reading waived, copy delivered to defendant. Defendant arraigned and enters plea of GUILTY. Defendant adjudged GUILTY as charged and sentence passed to Tuesday, 9-17-68 at 10:00 A.M. (Petition to enter plea of guilty approved and signed. (AEB-J)h
8-27-68	Bond of the defendant in the amount of \$1500000 filed. Surety- Louise Allen. h
8-27-68	Order specifying methods and conditions of release filed. h
9-6-68	Sentence as to the defendant passed to Thursday, September 19, 1968 at 9:30 A.M. before Judge Luther Bohanon. (LB-J)h
9-19-68	Defendant Juanita J. Gordon present and represented. Judgment and Sentence - Juanita J. Gordon (Age 19) Imposition of sentence is suspended and deft. is placed on probation for a period of Three (3) Years from this date as provided by Title 18, U.S.C., Section 5010(a). (LB-J)(Larry Marks-CSR)
9-20-68	Judgment and order of probation, filed and entered. (LB-J)w
9-20-68	Two c/c of 1J&0 delivered to Probation Officer. w

DATE	PROCEEDINGS
	<p>1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for the transparency and accountability of the organization.</p> <p>2. The second part outlines the specific procedures for recording these transactions, including the use of standardized forms and the requirement for double-checking entries.</p> <p>3. The third part addresses the role of the accounting department in ensuring that all records are properly maintained and that any discrepancies are promptly identified and corrected.</p> <p>4. The fourth part discusses the importance of regular audits and the role of the audit committee in overseeing the process.</p> <p>5. The fifth part provides a summary of the key points discussed and reiterates the commitment to maintaining high standards of record-keeping.</p>
	<p>6. The sixth part discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for the transparency and accountability of the organization.</p> <p>7. The seventh part outlines the specific procedures for recording these transactions, including the use of standardized forms and the requirement for double-checking entries.</p> <p>8. The eighth part addresses the role of the accounting department in ensuring that all records are properly maintained and that any discrepancies are promptly identified and corrected.</p> <p>9. The ninth part discusses the importance of regular audits and the role of the audit committee in overseeing the process.</p> <p>10. The tenth part provides a summary of the key points discussed and reiterates the commitment to maintaining high standards of record-keeping.</p>

UNITED STATES COMMISSIONER

DISTRICT OF

RECORD OF PROCEEDINGS IN CRIMINAL CASES

BEFORE Benjamin B. Ballenger 411 U. S. Court House, Tulsa, Okla.  
(Name of commissioner) (Address)

COMMISSIONER'S  
DOCKET No. 1 CASE No. 418  
THE UNITED STATES  
vs.

Juanita Gordon  
true name:  
Juanita J. Gordon (19)

Complaint filed on August 21, 1968, by R. I. Roethe  
Official title Postal Inspector, charging violation of  
United States Code, Title 18, Section 1708, on July 1st,  
1968, at Sapulpa, Oklahoma in the  
division of the Northern district of Oklahoma  
as follows: did unlawfully have in her possession a  
certain check, to-wit: State of Oklahoma Public  
Welfare Commission check dated 7-1-68, in amt. of  
\$142.00, payable to Irene Payton, Rt. 9, Box 610  
Tulsa, Ok., which was stolen from mail receptacle  
(Here insert brief summary of facts constituting offense charged)

WARRANTS OR SUMMONS ISSUED:

Date August 21, 1968 Warrant/Summons for Juanita Gordon  
(Name of defendant)  
to (name and title of officer) the United States Marshal or any other authorized officer  
Substance of return arrested August 21, 1968 by O'Neil L. Cobb, U. S. Deputy  
Marshal  
Date \_\_\_\_\_ Warrant/Summons for \_\_\_\_\_  
to (name and title of officer) \_\_\_\_\_  
Substance of return \_\_\_\_\_

FILED

17001  
AUG 22 1968

M. M. EWING

PROCEEDINGS ON FIRST PRESENTATION OF ACCUSED TO COMMISSIONER: Ballenger, Clerk, U. S. District Court  
Date August 21, 1968 Arrested by O'Neil L. Cobb  
Deputy U. S. Marshal { on warrant of Benjamin B. Ball-  
enger, U. S. Commissioner  
without warrant.

Appearances { for United States \_\_\_\_\_ (Name) \_\_\_\_\_ (Address)  
for accused \_\_\_\_\_ (Name) \_\_\_\_\_ (Address)

Proceedings taken Defendant presented, advised of charge filed against her,

(Here insert with dates, when appropriate, a serialtim account of essential steps taken at hearing such as "complaint prepared,"

her right to counsel, waived counsel at this hearing, waived preliminary  
if arrest is without warrant: "defendant informed of complaint and right to retain counsel and preliminary hearing": "preliminary examination waived,"  
hearing. Bond fixed at \$1,500.00 on mother signs it. James L. Kincaid  
if that is the fact; any adjournments taken, etc.  
to be appointed her attorney.

Outcome Held for Court Action

Bail fixed Aug. 21, 1968. Amount, \$1,500.00 Bonded August 21st, 1968, by cash  
deposited by (name) \_\_\_\_\_ Address \_\_\_\_\_  
transmitted to clerk of district court \_\_\_\_\_  
(name) Louise Allen (Phone BA 4-2206) Address 428 No. Johnnes, Sapulpa, Okla.  
(name) \_\_\_\_\_ Address \_\_\_\_\_, who  
justified by affidavit dated \_\_\_\_\_, 19\_\_\_\_, [or] committed to \_\_\_\_\_  
on \_\_\_\_\_, 19\_\_\_\_.

SUBPOENAS FOR WITNESSES ISSUED:

\_\_\_\_\_, 19\_\_\_\_, for (name of witness) \_\_\_\_\_  
at request of (name of party) \_\_\_\_\_  
Substance of return \_\_\_\_\_

\_\_\_\_\_, 19\_\_\_\_, for (name of witness) \_\_\_\_\_  
at request of (name of party) \_\_\_\_\_  
Substance of return \_\_\_\_\_

\_\_\_\_\_, 19\_\_\_\_, for (name of witness) \_\_\_\_\_  
at request of (name of party) \_\_\_\_\_  
Substance of return \_\_\_\_\_

PRELIMINARY EXAMINATION:

(Not to be used if case was disposed of at first presentation)

Date \_\_\_\_\_ Appearances for \_\_\_\_\_

United States

(Name)

(Address)

Accused

(Name)

(Address)

WITNESSES FOR UNITED STATES: (List names and addresses)

WITNESSES FOR ACCUSED: (List names and addresses)

Witness payroll containing \_\_\_\_\_ names certified to United States Marshal for payment \_\_\_\_\_, 19\_\_\_\_  
Proceedings taken \_\_\_\_\_

Outcome \_\_\_\_\_

Bail fixed \_\_\_\_\_, 19\_\_\_\_ Amount, \$ \_\_\_\_\_ Bonded \_\_\_\_\_, 19\_\_\_\_, by cash  
deposited by (name) \_\_\_\_\_ Address \_\_\_\_\_  
transmitted to clerk of district court \_\_\_\_\_, 19\_\_\_\_  
[or] by surety (names) \_\_\_\_\_ Address \_\_\_\_\_  
and \_\_\_\_\_ Address \_\_\_\_\_  
who justified by affidavit \_\_\_\_\_, 19\_\_\_\_ Committed to \_\_\_\_\_  
on \_\_\_\_\_, 19\_\_\_\_

Certified to be a correct transcript.

Made this 22nd day of August 21st, 19 68

Transmitted to Clerk of United States District Court for the Northern District  
district of Oklahoma, August 22nd, 1968

*Benjamin B. Ballenger*  
Benjamin B. Ballenger

United States Commissioner.